

Entry Level Business Professional and Technical Recent Graduates

We are actively recruiting highly motivated individuals who have recently graduated or will graduate in the near future with a bachelor's, master's, or doctoral degree. Positions will be filled under the *Direct-Hire Authority for the Department of Defense for Post-Secondary Students and Recent Graduates*.

To be eligible, you must have been awarded a bachelor's or graduate degree **no more than two years** prior to the date of appointment. The two year period of eligibility will be extended to four years for veterans who have completed a period of obligated uniformed service of more than four years and were awarded a bachelor's or graduate degree not more than four years prior to the date of appointment.

OR

You must have a degree awarded **within 9 months** from the date of application, which must be verified before you can be appointed.

All candidates will be evaluated using job-related criteria and OPM minimum qualifications requirements for the position.

These positions are at the Naval Air Warfare Center, Weapons Division (NAWCWD) and may be filled at either China Lake, CA or Point Mugu, CA.

We are recruiting for the following occupational series at the DA/DS-02 (GS-5/7) and DA/DS-03 (GS-9/10) grade levels:

0018- Safety and Occupational Health Specialist*	0391- Telecommunications Specialist*
0028- Environmental Protection Specialist*	1035- Public Affairs Specialist*
0080- Security Specialist*	1083- Technical Writer/Editor*
0201- Human Resources Specialist*	1084- Visual Information Specialist
0260- Equal Employment Opportunity Specialist	1640- Facility Operations Specialist
0301- Miscellaneous Administration Specialist*	1670- Equipment Services Specialist
0341- Administrative Officer*	1910- Quality Assurance Specialist
0343- Management or Program Analyst*	2210- Information Technology Specialist (other than the INFOSEC parenthetical title)

OPM Qualification Standards for these positions may be found at <https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/#url=GS-ADMIN>

Additional qualifications exist for the following series, and may be found at the associated URLs:

0018- Safety and Occupational Health Specialist
<https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/0000/safety-and-occupational-health-management-series-0018/>

0391- Telecommunications Specialist
<https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/0300/telecommunications-series-0391/>

1083- Technical Writer/Editor
<https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/1000/technical-writing-and-editing-series-1083/>

1084- Visual Information Specialist
<https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/1000/visual-information-series-1084/>

1640- Facility Operations Specialist
<https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/1600/facility-operations-services-series-1640/>

1670- Equipment Services Specialist
<https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/1600/equipment-services-series-1670/>

1910- Quality Assurance Specialist
<https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/1900/quality-assurance-series-1910/>

2210- Information Technology Specialist
<https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/2200/information-technology-it-management-series-2210-alternative-a/>

*Occupational series marked with an asterisk are covered by Administrative Careers with America (ACWA). Selectees for these covered positions at the DA/DS-02 (GS-5/7) level must be assessed prior to appointment using the ACWA examination or an approved alternative assessment tool (e.g., USAHire).

TO APPLY, please go to https://jobs.navair.navy.mil/resume_other.aspx and select “Entry” for the Experience Level, and “Business Professional” for the Career Field. On the next page, please enter your contact and education information. Please make sure to enter the degree you have obtained or are currently pursuing, and the date or expected date of conferral. **You must also upload a copy of your resume and unofficial transcript. You MUST upload these documents to be considered.**

Your application will remain active for a period of 90 days from the date of submission. In order to continue to be considered for vacancies, you must re-apply every 90 days.

Incumbents must be U.S. citizens and must be able to obtain and maintain a secret clearance.